



## **Secretariat for Catholic Education**

### **EXPRESSION OF INTEREST TO PERFORM TEACHING DUTIES IN CHURCH SCHOOLS (MALTA AND GOZO) ON DEFINITE SHORT TERM CONTRACTS**

*The Secretariat for Catholic Education would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. The Secretariat for Catholic Education adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process.*

#### **1. Introduction**

The Director for Curriculum and Standards within the Secretariat for Catholic Education invites applications from qualified candidates to perform teaching duties in Church Schools, both in Malta and Gozo, for short term periods. The aim is to set up a pool of candidates who will be called by schools to fill temporary positions whenever required.

#### **2. Eligibility Requirements**

Candidates must be:

- in possession of a permanent warrant (newly qualified teachers are exempted from this requirement);
- qualified to teach in the primary sector or any subject in the secondary sector;
- proficient in both the Maltese and English languages;
- in possession of the Accreditation Letter issued by the Accreditation Unit of the Directorate for Quality and Standards in Education confirming eligibility for the post of Teacher, should be sent with the letter of application. Prospective candidates can apply online on: <https://edumalta.gov.mt/en/accreditation-application-form>; and
- of good moral character. Applicants must produce a Certificate of Conduct, issued not earlier than one (1) month before the date of commencement of the contract, by the Police or other competent authority.

### 3. Duration of contract and conditions

- All eligible candidates will be included in a register of qualified teachers which will be distributed to **all** Church Schools in Malta and Gozo. It is the Head of School who will have the prerogative to select (or not) a candidate from the register and the school's selection process shall be considered as final. The contract of employment will be with the school.
- Contracts **shall not exceed 22 weeks** and shall be given subject to approval from MEDE.
- Contracts offered may be on a full time or part time basis.
- Rights to sick leave, special leave and holiday entitlements will be pro-rata as established by law.
- **Employees from Church Schools** availing themselves of any unpaid leave for family reasons will only be eligible for part-time posts, provided that the total number of hours do not exceed **16** hours per week. Schools seeking to employ persons to fill in a temporary part time vacancy must **first** attempt to fill such vacancies with these applicants.
- Candidates employed to cover a resignation **shall not** have any preference over other candidates when the actual call for the post is issued. The use of the register in such a situation is only to avoid having a class without a teacher in the short-term and shall not substitute the normal recruitment and selection procedures.
- Applications from retired teachers will also be accepted. However, unemployed, suitably qualified teachers will be given preference.

### 4. Submission of Applications

Applications will be received by the **Director for Curriculum and Standards**. The application form attached should be sent by registered mail to the address below. All applications will be acknowledged by the Director for Curriculum and Standards.

*Kindly note that the register will be updated regularly.*

**Mr Ian Mifsud**  
**Director for Curriculum and Standards**  
**Call: Pool of Teachers**  
**Secretariat for Catholic Education**  
**16 The Mall**  
**Floriana FRN 1472**